

**OKLAHOMA WORKERS' COMPENSATION COMMISSION**  
**SPECIAL MEETING MINUTES**  
**MAY 6, 2021, 10:30 A.M.**

**STATEMENT OF OKLAHOMA OPEN MEETING ACT COMPLIANCE**

Notice of this Special Business Meeting was filed with the Secretary of State's office on Tuesday, April 30, 2021, at 11:31 p.m. in compliance with the Open Meeting Act.

The agenda was posted at least 24 hours in advance of the meeting, in compliance with the Open Meeting Act. It was posted on the Commission website and at 1915 N. Stiles Ave., Oklahoma City, Oklahoma, the Commission's principal office.

**MINUTES OF THE MAY 6, 2021 SPECIAL BUSINESS MEETING OF THE**  
**OKLAHOMA WORKERS' COMPENSATION COMMISSION**

The members of the Oklahoma Workers' Compensation Commission met at 1915 N. Stiles Ave., 2<sup>nd</sup> floor, Oklahoma City, Oklahoma, on May 6, 2021.

Members present: Chairman Mark Liotta, Commissioner Megan Tilly, and Commissioner Jordan Russell

Others Present: Lauren Hammonds Johnson, WCC; James Lawson, WCC; Ian Steedman, WCC; Collin Fowler, WCC; Andrea Delling, WCC; Dustin Davison, CEC; Carie Carman, OMES; Dow Hughes, OMES (present via Zoom).

Chairman Liotta expressed appreciation for those in attendance. After the roll was taken, he announced the presence of a quorum. The meeting was called to order at 10:31 a.m.

**1. Approval of Minutes**

The minutes of the April 15, 2021, Regular Meeting of the Commission were considered for approval.

***Motion:*** Commissioner Tilly moved to approve the minutes of the April 15, 2021, Regular Meeting of the Commission.

***Second:*** Commissioner Russell

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

***The motion carried.***

**2. Discussion and Possible Action on Lease Agreement for New WCC Tulsa Office Space**

House Bill 4139 (2020) directed OMES to relocate state agencies currently housed within the Kerr Edmondson Building in Tulsa, Oklahoma, including the Workers' Compensation Commission, to a property owned by the Commissioners of the Land Office ("CLO"). CLO and OMES have identified 201 W. 5<sup>th</sup> Street in Tulsa, Oklahoma as a relocation site for the WCC's Tulsa Office. The Commission discussed and consider action on a proposed Lease Agreement with CLO and OMES to occupy this office space.

Chairman Liotta read a statement (attached) regarding the relocation process and the efforts of the parties to reach an agreement.

WCC General Counsel Lauren Hammonds Johnson was recognized and presented recent changes to the draft lease agreement.

Carie Carmen and Dow Hughes with OMES were recognized and answered questions from the Commissioners.

*Motion:* Commissioner Tilly moved to continue this item to a later date and directed the General Counsel to coordinate with OMES and the CLO regarding the modifications and supplemental agreements discussed.

*Second:* Commissioner Russell.

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

*The motion carried.*

**3. Discussion and Possible Action on the Issuance of a Requisition against the Lease Agreement between the Commission and the Commissioners of the Land Office for Fiscal Year 2022**

The Commission discussed and considered the issuance of requisition to cover Year 1 of a 10-year lease between the Commission and the Commissioners of the Land Office for the Tulsa office space in the 201 Building for FY 2022. The annual total cost of the lease is \$141,009.84 (net amount to be determined based upon individual, joint, and shared lease space occupied by the Oklahoma Workers' Compensation Court of Existing Claims and the Commission).

Andrea Delling was recognized and answered questions of the Commission.

*Motion:* Commissioner Tilly moved to continue this matter to the next business meeting.

*Second:* Commissioner Russell

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

*The motion carried.*

**4. Discussion and Possible Action of Consent Agenda Items for the Issuance of Fiscal Year 2022 Requisitions**

The following items, which concern the yearly routine issuance of requisitions will be approved by one vote unless any commissioner desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and possible action to include: a vote to take no action, approve, approve with modifications, disapprove, or continue items 4a through 4d.

- **4a. Discussion and Possible Action on the Issuance of a Requisition against the Existing Contract between the Commission and the Self-insurance Guaranty Fund Board for Fiscal Year 2022 in the amount of \$30,880.00 for workers' compensation claims administration services (dealing with the securities posted by self-insurers and released for the payments of the self-insurer's workers' compensation obligations out of Fund 701), as authorized by 85A O.S. § 99.**
- **4b. Discussion and Possible Action on the Issuance of a Requisition against the Existing 20i Contract for legal services between the Commission and the Office of the Oklahoma Attorney General for Fiscal Year 2022 in the amount of \$52,749.96.**
- **4c. Discussion and Possible Action on the Issuance of a Requisition against the Existing Statement of Work (SOW) between the Commission and the Office of Management Enterprise Services/ISD for Fiscal Year 2022 to continue IT project oversight during the development, design, and deployment of the CaseOK System by the IT contractor, Objectstream, for FY 2022 in the amount of \$7,200.00.**
- **4d. Discussion and Possible Action on the Issuance of a Requisitions against the Existing State Contract between the Commission and Standley Systems for the lease, maintenance, and toner of nine (9) copiers for Fiscal Year 2022 in the amount of \$28,240.00, as detailed in the following schedule:**

<b>STANDLEY SYSTEMS</b>	<b>FY2022</b>
Records B/W Copier - Basement	\$ 5,225.00
Records Public B/W Coper - Basement	\$ 2,655.00
Compliance Color Copier – 2 <sup>nd</sup> Floor	\$ 1,900.00
Docketing B/W Copier – 2 <sup>nd</sup> Floor	\$ 5,230.00
Administration Color Copier – 3 <sup>rd</sup> Floor	\$ 6,705.00
CFO B/W Copier	\$ 775.00
Library B/W Copier – 2 <sup>nd</sup> Floor	\$ 2,000.00
Permitting B/W Copier – 2 <sup>nd</sup> Floor	\$ 2,600.00
Tulsa Main B/W Copier	\$ 1,150.00
<b>TOTAL</b>	<b>\$ 28,240.00</b>

Andrea Delling was recognized and answered questions of the Commission.

**Motion:** Commissioner Tilly moved to approve all listed requisitions, pending cabinet approval if necessary.

**Second:** Commissioner Russell

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

**The motion carried.**

**5. Announcements**

The Commission’s next dual advisory meeting is on Thursday May 6, 2021. The Commission’s next regular business meeting is on Thursday, May 20, 2021.

Collin Fowler was recognized and announced that the Annual Conference is being planned to be held at OSU’s McKnight Center in Stillwater on September 30 and October 1, 2021.

**ADJOURNMENT.....Chairman Mark Liotta**

**Motion:** Commissioner Tilly moved to adjourn.

**Second:** Commissioner Russell

Those voting aye: Chairman Liotta, Commissioner Tilly, and Commissioner Russell.

**The motion carried.**

**The meeting adjourned at 11:30 a.m.**